

AD-A088 399

MARINE CORPS WASHINGTON DC  
MILITARY OCCUPATIONAL SPECIALTIES (MOSS) 1316/2161/3513.(U)  
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HEADQUARTERS  
UNITED STATES MARINE CORPS

OFFICE OF MANPOWER UTILIZATION

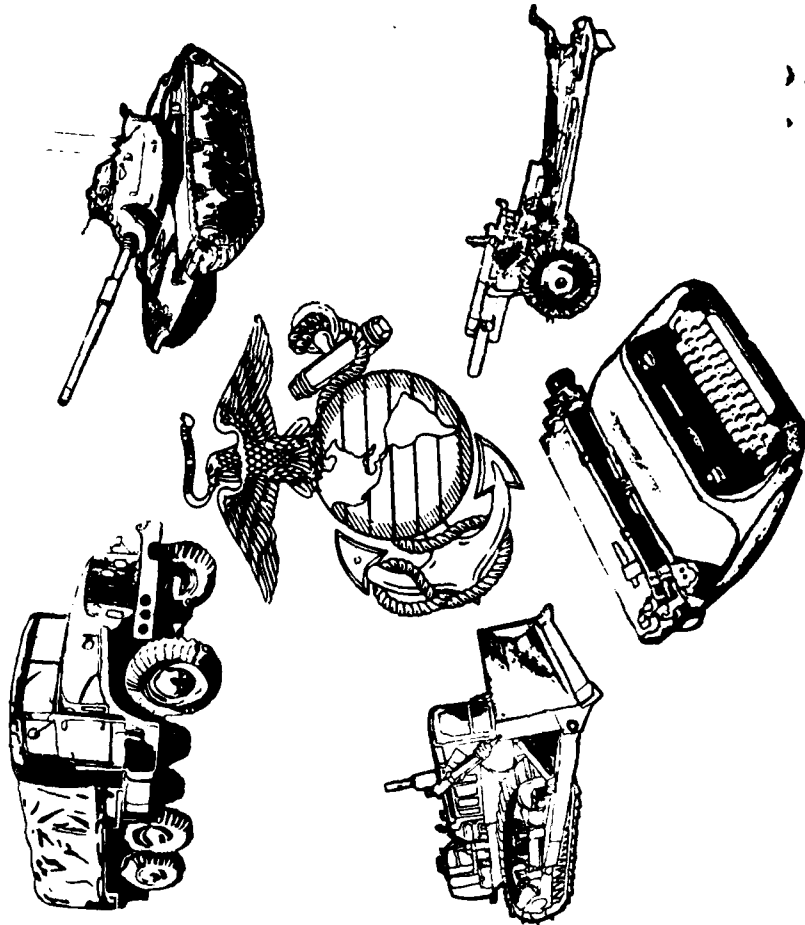
TASK ANALYSIS OF

*Military Occupational Specialties*

(MOSS) 1316/2161/3513.

LEVEL II

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## INTRODUCTION

YOU HAVE BEEN SELECTED TO PARTICIPATE IN A STUDY ON THE BASIS OF YOUR CURRENT JOB ASSIGNMENT. THE INFORMATION YOU FURNISH WILL BE OF GREAT VALUE TO THE MARINE CORPS IN FUTURE DECISIONS ON: (1) OCCUPATIONAL FIELD STRUCTURE, (2) TRAINING, (3) CLASSIFICATION, AND (4) ASSIGNMENT POLICY.

THIS QUESTIONNAIRE WAS CONSTRUCTED FROM ON-THE-JOB OBSERVATIONS AND INTERVIEWS WITH MARINES PERFORMING DUTIES AND TASKS SIMILAR TO THOSE YOU PERFORM. IT IS DESIGNED TO DETERMINE WHAT YOU DO IN YOUR PRESENT JOB. *K*

THIS IS NOT A TEST. NEITHER YOU, YOUR COMMANDER, NOR YOUR UNIT WILL BE EVALUATED, IN ANY WAY, ON THE INFORMATION YOU PROVIDE. YOUR INDIVIDUAL ANSWERS WILL BE HELD IN THE STRICTEST CONFIDENCE.

THE RESULTS OF THE INFORMATION YOU PROVIDE IN THIS QUESTIONNAIRE WILL BE OF BENEFIT TO YOU AND OTHER MARINES IN YOUR OCCUPATIONAL FIELD. THEREFORE PLEASE BE AS STRAIGHTFORWARD, ACCURATE AND FRANK AS POSSIBLE. ALL ANSWERS SHOULD BE BASED ON YOUR PRESENT JOB ASSIGNMENT.

THERE ARE THREE PARTS TO THE QUESTIONNAIRE:

- PART I BACKGROUND INFORMATION
- PART II JOB SATISFACTION/DISSATISFACTION STATEMENTS
- PART III TASK STATEMENTS

THERE IS NO TIME LIMIT IN COMPLETING THIS QUESTIONNAIRE.  
PLEASE TURN THE PAGE

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MECHW777

( 1/ 1- 8)

1. BOOK NUMBER-----

( 1/ 9-12)

2. WHAT IS YOUR PRESENT REPORTING UNIT CODE (RUC)?

( 1/13-17)

3. SOCIAL SECURITY NUMBER -----

( 1/18-26)

4. RANK

( 1/27)

1. PVT

2. PFC

3. LCPL

4. CPL

5. SGT

6. SSGT

7. GYSGT

8. MSGT

9. MGYSGT

( 1/28)

5. SEX

- 1.. MALE
2. FEMALE

( 1/29-32)

6. PRIMARY MOS \_\_\_\_\_

( 1/33-36)

7. 1ST ADDITIONAL MOS \_\_\_\_\_

( 1/37-40)

8. BILLET/DUTY MOS \_\_\_\_\_

9.- WHAT IS THE TOTAL TIME YOU HAVE IN:

1. THE U.S. MARINE CORPS  
\_\_\_\_\_ (YEARS)  
( 1/41-42)
2. YOUR PRIMARY MOS  
\_\_\_\_\_ (YEARS)  
( 1/43-44)
3. YOUR CURRENT ASSIGNMENT/BILLET  
\_\_\_\_\_ (MONTHS)  
( 1/45-46)

( 1/47-48)

10. AT WHAT LEVEL OF COMMAND ARE YOU PRESENTLY WORKING?

- |  |                       |
|--|-----------------------|
| 1. HQ FMFLANT/PAC                            | 2. SEPARATE BATTALION |
| 3. HQ MAF/MAB                                | 4. SQUADRON           |
| 5. HQ DIVISION                               | 6. COMPANY            |
| 7. HQ WING                                   | 8. SEPARATE COMPANY   |
| 9. HQ BRIGADE                                | 10. DETACHMENT        |
| 11. REGIMENT                                 | 12. SUB-UNIT          |
| 13. AIRCRAFT GROUP                           | 14. BATTALION         |
| 15. OTHER (INDICATE ON LAST PAGE OF BOOKLET) |                       |

( 1/49)

11. ON THE AVERAGE, HOW MANY HOURS PER WEEK ARE YOU REQUIRED TO WORK?

1. LESS THAN 10 HOURS
2. 41 TO 45 HOURS
3. 46 TO 50 HOURS
4. 51 TO 60 HOURS
5. MORE THAN 60 HOURS

12. WHAT IS THE HIGHEST LEVEL OF CIVILIAN EDUCATION YOU HAVE COMPLETED? ( 1/50)  
(TO INCLUDE GED CREDIT)

1. LESS THAN HIGH SCHOOL GRADUATE
2. HIGH SCHOOL GRADUATE
3. 1 YEAR COLLEGE
4. 2 YEARS COLLEGE
5. 2 YEARS COLLEGE WITH ASSOCIATE DEGREE
6. 3 YEARS COLLEGE
7. 4 YEARS COLLEGE WITH DEGREE

13. HOW DID YOU RECEIVE YOUR PRIMARY MOS? (SELECT ONE OR MORE)

1. SCREENED FOR TALENT OR CIVILIAN ACQUIRED SKILL ( 1/51)
2. ON THE JOB TRAINING (OJT) ( 1/52)
3. COMPLETION OF SERVICE SCHOOL OR COURSE ( 1/53)
4. RETRAINING FROM OTHER MOS ( 1/54)
5. LATERAL MOVE UPON REENLISTMENT ( 1/55)
6. DIRECTED RECLASSIFICATION ( 1/56)
7. PROMOTION OR REDUCTION IN GRADE ( 1/57)

14. WHAT TYPE OF TRAINING DID YOU RECEIVE TO PREPARE YOU FOR YOUR PRESENT JOB? (SELECT ONE OR MORE)

- |                                     |         |
|-------------------------------------|---------|
| 1. ON THE JOB TRAINING              | ( 1/58) |
| 2. COMMAND OR UNIT SPONSORED SCHOOL | ( 1/59) |
| 3. FORMAL SERVICE SCHOOL            | ( 1/60) |
| 4. CIVILIAN SCHOOLING               | ( 1/61) |
| 5. CIVILIAN EXPERIENCE              | ( 1/62) |
| 6. CORRESPONDENCE COURSE(S)         | ( 1/63) |
| 7. HAVE NOT RECEIVED ANY TRAINING   | ( 1/64) |

15. WHICH OF THE FOLLOWING BEST DESCRIBES THE PERCENT OF TIME YOU SPEND PER MONTH ON NON-MOS TASKS? (SUCH AS, GENERAL MILITARY TRAINING, DUTIES, INSPECTIONS, DETAILS AND CEREMONIES)

( 1/65)

- |                 |
|-----------------|
| 1. LESS THAN 5% |
| 2. 6% TO 10%    |
| 3. 11% TO 15%   |
| 4. 16% TO 25%   |
| 5. 26% TO 50%   |
| 6. OVER 50%     |



16. MY PRESENT BILLET TITLE IS BEST DESCRIBED AS: (SELECT ONLY ONE) (156-57)

1. BATTALION ARMORER
2. ASSISTANT ARMORER
3. INFANTRY WEAPONS REPAIRMAN
4. ARMORER
5. INFANTRY WEAPONS ARMORER
6. REPAIR CONTROL ASSISTANT
7. R&E REPAIRMAN
8. ARTILLERY WEAPONS REPAIRMAN
9. SCHEDULING NCO
10. WEAPONS TECHNICIAN
11. SECTION LEADER
12. ARTILLERY WEAPONS REPAIRMAN/DRIVER
13. TANK REPAIRMAN
14. SQUAD LEADER
15. TANK RECOVERY VEHICLE CREWMAN
16. TANK RECOVERY VEHICLE COMMANDER
17. REPAIR CONTROL CLERK
18. RECOVERY VEHICLE SECTION LEADER

19. AMTRAC REPAIRMAN
20. TRACKED VEHICLE REPAIRMAN AMPHIBIAN
21. AMPHIBIOUS TRACTOR MECHANIC
22. REPAIR TEAM LEADER
23. LVT RECOVERY VEHICLE CREWMAN
24. LVT RECOVERY VEHICLE COMMANDER
25. SECTION CHIEF/TRACKED VEHICLE TECHNICIAN
26. SELFPROPELLED ARTILLERY REPAIRMAN
27. TRACKED VEHICLE TECHNICIAN
28. SELFPROPELLED ARTILLERY MECHANIC
29. TRACKED VEHICLE REPAIR CHIEF
30. TRACKED VEHICLE MAINTENANCE CHIEF
31. ASSISTANT TRACKED VEHICLE MAINTENANCE CHIEF
32. MAINTENANCE CHIEF
33. WEAPONS UNIT NCOIC
34. ASSISTANT UNIT LEADER
35. TURRET REPAIR CHIEF
36. TURRET REPAIRMAN
37. TURRET MECHANIC

- 38. OPT CAL INSTRUMENT REPAIR BRANCH CHIEF
- 39. OPTICAL INSTRUMENT REPAIRMAN
- 40. OPTICAL INSTRUMENT TECHNICIAN
- 41. DIVISION CHIEF
- 42. ORDNANCE CHIEF
- 43. PLATOON SGT
- 44. SHOPS MAINTENANCE MANAGEMENT CHIEF
- 45. METAL WORKER
- 46. SHEET METAL WORKER
- 47. WELDER
- 48. METAL WORKER FOREMAN
- 49. REPAIR SHOP MACHINIST
- 50. MACHINIST, WEAPONS REPAIR
- 51. MACHINIST FOREMAN
- 52. CHIEF WEAPONS REPAIR MACHINIST
- 53. MACHINE SHOP CHIEF
- 54. BODY REPAIRMAN
- 55. VEHICLE PAINTER
- 56. OTHER (INDICATE ON LAST PAGE OF BOOKLET)

17. HOW MANY PERSONNEL DO YOU DIRECTLY SUPERVISE ON MOS RELATED DUTIES?

( 1/68 )

1. NONE
2. 1-5
3. 6-10
4. MORE THAN 10

18. IN YOUR PRESENT JOB, WHAT IS THE HIGHEST ECHELON OF MAINTENANCE YOU PERFORM?

( 1/69 )

1. 1ST ECHELON
2. 2D ECHELON
3. 2D ECHELON LIMITED 3D
4. 3D ECHELON
5. 3D ECHELON LIMITED 4TH
6. 4TH ECHELON
7. 5TH ECHELON

19. HOW MANY OF THE FOLLOWING MOS ARE ESTABLISHED TO IDENTIFY A  
ADMINISTRATIVE DUTIES?

1. LESS THAN 10%
2. 11% TO 25%
3. 26% TO 50%
4. 51% TO 75%
5. MORE THAN 75%

20. IN YOUR OPINION, SHOULD A PRIMARY MOS BE ESTABLISHED TO IDENTIFY A  
MAINTENANCE ADMINISTRATIVE CLERK?

1. YES
2. NO
3. NO OPINION

( 1/71 )

21. WHICH OF THE FOLLOWING MOS RELATED SCHOOLS OR COURSES HAVE YOU  
COMPLETED? (SELECT ONE OR MORE)

1. MOTOR TRANSPORT SNCO LEADERSHIP COURSE, CAMP LEJEUNE ( 1/72 )
2. ADVANCED AUTO MECHANIC/MAINTENANCE NCO COURSE, CAMP LEJEUNE ( 1/73 )
3. SPECIAL MULTITYPE ENGINE COURSE, CAMP LEJEUNE ( 1/74 )

4. FUEL AND ELECTRICAL SYSTEMS REPAIR COURSE, ABERDEEN, MD. ( 1/75)
5. BASIC AUTO MECHANIC COURSE, CAMP LEJEUNE ( 1/76)
6. ARTILLERY TRACK VEHICLE MAINTENANCE SCHOOL, FORT SILL, OKLA. ( 1/77)
7. TRACKED VEHICLE REPAIRMAN, AMPHIBIAN VEHICLE COURSE, CAMP PENDLETON ( 1/78)
8. TRACKED VEHICLE REPAIRMAN COURSE, SELF-PROPELLED ARTILLERY COURSE, ABERDEEN, MD. ( 1/79)
9. TRACKED VEHICLE REPAIRMAN, TANK COURSE, ABERDEEN, MD. ( 2/ 1)
10. ENGINEER EQUIPMENT CHIEF COURSE, CAMP LEJEUNE ( 2/ 2)
11. ENGINEER EQUIPMENT MAINTENANCE COURSE, FORT BELVOIR, VA. ( 2/ 3)
12. ENGINEER EQUIPMENT MECHANIC SCHOOL, CAMP LEJEUNE ( 2/ 4)
13. JOURNEYMAN ENGINEER EQUIPMENT MECHANIC COURSE, CAMP LEJEUNE ( 2/ 5)
14. SMALL ARMS REPAIR COURSE, ABERDEEN, MD. ( 2/ 6)
15. ARTILLERY REPAIR SCHOOL, ABERDEEN, MD. ( 2/ 7)
16. TURRET REPAIRMAN SCHOOL, ABERDEEN, MD. ( 2/ 8)
17. FIRE CONTROL INSTRUMENT REPAIR COURSE, ABERDEEN, MD. ( 2/ 9)
18. OFFICE MACHINE REPAIR SCHOOL, FORT LEE, VA. ( 2/10)
19. BASIC METAL WORKERS COURSE, CAMP LEJEUNE ( 2/11)
20. JOURNEYMAN METAL WORKERS COURSE, CAMP LEJEUNE ( 2/12)
21. MACHINERY REPAIRMAN COURSE, CLASS A. N.T.C., SAN DIEGO, CA. ( 2/13)

22. MACHINIST COURSE, ABERDEEN, MD. ( 2/14 )
23. METAL BODY REPAIR COURSE, ABERDEEN, MD. ( 2/15 )
24. MAINTENANCE MANAGEMENT COURSE, ALBANY, GA. ( 2/16 )
25. AUTOMOTIVE ENGINE MAINTENANCE AND REPAIR COURSE (MCI) ( 2/17 )
26. AUTOMOTIVE POWER TRAINS COURSE (MCI) ( 2/18 )
27. FUNDAMENTALS OF DIESEL ENGINES COURSE (MCI) ( 2/19 )
28. GM SERIES 71 DIESEL ENGINES COURSE (MCI) ( 2/20 )
29. BASIC ENGINEER EQUIPMENT MECHANIC COURSE (MCI) ( 2/21 )
30. METALWORKING AND WELDING OPERATIONS COURSE (MCI) ( 2/22 )
31. ENGINEER EQUIPMENT MECHANIC COURSE (MCI) ( 2/23 )
32. REPAIR AND MAINTENANCE OF CREW-SERVED WEAPONS COURSE (MCI) ( 2/24 )
33. ARMORY PROCEDURES COURSE (MCI) ( 2/25 )
34. INSPECTION AND REPAIR OF SHOULDER WEAPONS COURSE (MCI) ( 2/26 )
35. OTHER (INDICATE ON LAST PAGE OF BOOKLET) ( 2/27 )

PART II SPECIAL INSTRUCTIONS

1. PART II CONTAINS SOME STATEMENTS ABOUT YOUR PRESENT JOB. THE STATEMENTS MAY OR MAY NOT BE COMPLETELY TRUE STATEMENTS ABOUT YOUR PRESENT JOB.

2. SHOW HOW MUCH EACH STATEMENT TELLS THE TRUTH ABOUT YOUR PRESENT JOB, BY CIRCLING ONE OF THE NUMBERS, FROM 1 TO 7, THAT APPEAR AT THE RIGHT OF EACH STATEMENT.

FOR EXAMPLE: IF YOU THINK A STATEMENT IS COMPLETELY FALSE, YOU SHOULD CIRCLE THE 1. ON THE OTHER HAND, IF YOU THINK A STATEMENT IS COMPLETELY TRUE, YOU SHOULD CIRCLE THE 7. THE NUMBERS BETWEEN 1 AND 7 HAVE BEEN GIVEN MEANINGS THAT ARE SHOWN AT THE TOP OF THE PAGE.

3. BE SURE TO ANSWER EVERY STATEMENT.

TURN TO THE NEXT PAGE AND BEGIN PART II



PLEASE INDICATE THE EXTENT TO WHICH YOU AGREE OR DISAGREE WITH THE FOLLOWING STATEMENTS ABOUT YOUR PRESENT JOB		DO YOU AGREE
		1 ABSOLUTELY DISAGREE 2 DISAGREE 3 TEND TO DISAGREE 4 DO NOT KNOW 5 TEND TO AGREE 6 AGREE 7 ABSOLUTELY AGREE
1 I AM PAID ENOUGH FOR THE WORK I DO.		1-2-3-4-5-6-7-2728
2 MY SUPERVISOR HELPS ME WHEN I NEED IT.		1-2-3-4-5-6-7-2729
3 I THINK I WILL GET A FAIR CHANCE AT PROMOTION.		1-2-3-4-5-6-7-2730
4 I AM TREATED WITH RESPECT.		1-2-3-4-5-6-7-2731
5 MY SUPERVISOR LETS ME KNOW HOW I AM DOING.		1-2-3-4-5-6-7-2732
6 I LIKE MY WORKING HOURS.		1-2-3-4-5-6-7-2733
7 I GET THE CHANCE TO PROVE MYSELF.		1-2-3-4-5-6-7-2734
8 I LIKE THE OTHER MARINES WHERE I WORK.		1-2-3-4-5-6-7-2735
9 MY JOB IS IMPORTANT.		1-2-3-4-5-6-7-2736
10 THE RULES AND REGULATIONS ARE FAIR.		1-2-3-4-5-6-7-2737
11 I AM GIVEN ENOUGH RESPONSIBILITY AND INDEPENDENCE.		1-2-3-4-5-6-7-2738
12 MY JOB LETS ME HAVE AN ENJOYABLE OFF-DUTY LIFE.		1-2-3-4-5-6-7-2739
13 I AM PROUD OF MY JOB.		1-2-3-4-5-6-7-2740
14 I LIKE THE TYPE OF WORK I DO.		1-2-3-4-5-6-7-2741

15 I AM TREATED FAIRLY.	1	1	2	3	4	5	6	7	1-2742
16 MY JOB GIVES ME A WAY TO IMPROVE MYSELF.	1	1	2	3	4	5	6	7	1-2743
17 MY JOB MAKES GOOD USE OF MY ABILITY.	1	1	2	3	4	5	6	7	1-2744
18 I AM KEPT WELL-INFORMED.	1	1	2	3	4	5	6	7	1-2745
19 MY SUPERVISOR TRUSTS ME TO DO MY JOB WELL.	1	1	2	3	4	5	6	7	1-2746
20 I CAN DEPEND ON THE OTHER MARINES WHERE I WORK.	1	1	2	3	4	5	6	7	1-2747
21 MY SUPERVISOR IS GOOD AT HIS JOB.	1	1	2	3	4	5	6	7	1-2748
22 MY FAMILY IS PLEASED THAT I AM A MARINE.	1	1	2	3	4	5	6	7	1-2749
23 OVERALL, I HAVE BEEN SATISFIED WITH MY PRESENT JOB.	1	1	2	3	4	5	6	7	1-2750
24 OVERALL, I HAVE BEEN SATISFIED WITH THE MARINE CORPS.	1	1	2	3	4	5	6	7	1-2751

THIS PAGE IS FOR THE  
CHECK OF THE  
INSTRUCTIONS

### PART III SPECIAL INSTRUCTIONS

1. AS YOU READ EACH TASK IN THIS SECTION, PAGES 18 THROUGH 75, PLACE A CHECKMARK IN THE COLUMN HEADED "CHECK IF DONE" FOR EACH TASK THAT YOU PERFORM IN YOUR PRESENT JOB. THE TASKS ARE NOT IN ANY PATTERN AND SIMILAR TASKS MAY SHOW UP SEVERAL PAGES APART. DO NOT CHECK THE TASKS THAT SEEM CLOSE TO THOSE YOU PERFORM BUT WAIT FOR THOSE THAT TELL EXACTLY WHAT YOU DO. IF YOU CHECK A TASK THAT IS CLOSE TO WHAT YOU DO AND THEN FIND THE EXACT TASK LATER, ERASE THE ONE PREVIOUSLY CHECKED. ACCURACY COUNTS.
2. DO NOT COMPLETE THE TIME SPENT PERFORMING COLUMN AT THIS TIME. THE REASON WE ASK YOU TO CHECK ONE COLUMN AT A TIME IS THAT IT PROVIDES MORE ACCURATE AND VALID INFORMATION.
3. IF A TASK THAT YOU PERFORM IS NOT LISTED ANYWHERE, WRITE IT ON PAGE NUMBER 79.
4. REMEMBER, AT THIS TIME YOU ARE TO COMPLETE ONLY THE COLUMN HEADED "CHECK IF DONE" FOR PAGES 18 THROUGH 75, NOW TURN TO PAGE 18 AND BEGIN.

ADDITIONAL COMMENTS

TIME SPENT	
111	VERY LITTLE
112	BELOW AVERAGE
113	SLIGHTLY BELOW AVERAGE
114	AVERAGE
115	SLIGHTLY ABOVE AVERAGE
116	ABOVE AVERAGE
117	VERY MUCH

# PERFORM MAINTENANCE MANAGEMENT DUTIES

1	SUPERVISE PERSONNEL PERFORMING MAINTENANCE MANAGEMENT DUTIES	1	1	2	3	4	5	6	7	2752
2	INSTRUCT/TRAIN PERSONNEL PERFORMING MAINTENANCE MANAGEMENT DUTIES	1	1	2	3	4	5	6	7	2753
3	MONITOR MAINTENANCE TECHNICAL TRAINING PROGRAM	1	1	2	3	4	5	6	7	2754
4	MONITOR MAINTENANCE SAFETY PROGRAM	1	1	2	3	4	5	6	7	2755
5	PREPARE SAFETY INSPECTION CHECKLIST	1	1	2	3	4	5	6	7	2756
6	SUPERVISE MAINTENANCE SAFETY PROGRAM	1	1	2	3	4	5	6	7	2757
7	PREPARE BUDGET ESTIMATES FOR MAINTENANCE ACTIVITY	1	1	2	3	4	5	6	7	2758
8	MONITOR THE FINANCIAL STATUS OF MAINTENANCE ACTIVITY	1	1	2	3	4	5	6	7	2759
9	SELECT TACTICAL SITE TO SUPPORT MAINTENANCE ACTIVITY	1	1	2	3	4	5	6	7	2760
10	SELECT LAYOUT OF TACTICAL MAINTENANCE AREA FACILITIES AND SHOPS	1	1	2	3	4	5	6	7	2761
11	DESIGN MAINTENANCE SHOP LAYOUT FOR WORKFLOW/PAPERFLOW	1	1	2	3	4	5	6	7	2762

12	REVIEW RECOMMENDED CHANGES TO THE UNIT TABLE OF EQUIPMENT TABLE	1	1	2	3	4	5	6	7	1	2	6
13	SUBMIT RECOMMENDED CHANGES TO THE UNIT T/E	1	1	2	3	4	5	6	7	1	2	6
14	REVIEW RECOMMENDED CHANGES TO THE UNIT TABLE OF ALLOWANCE TABLE FOR PUBLICATION	1	1	2	3	4	5	6	7	1	2	6
15	SUBMIT RECOMMENDED CHANGES TO THE UNIT T/A FOR PUBLICATION	1	1	2	3	4	5	6	7	1	2	6
16	MAINTAIN PUBLICATIONS CONTROL SYSTEM TO REFLECT AUTHORIZED MAINTENANCE PUBLICATIONS	1	1	2	3	4	5	6	7	1	2	6
17	MONITOR INTERNAL DISTRIBUTION OF MAINTENANCE PUBLICATIONS TO UNITS TECHNICAL LIBRARY	1	1	2	3	4	5	6	7	1	2	6
18	MAINTAIN PUBLICATIONS IN A TECHNICAL LIBRARY	1	1	2	3	4	5	6	7	1	2	6
19	REQUISITION TECHNICAL PUBLICATIONS	1	1	2	3	4	5	6	7	1	2	6
20	ISSUE TECHNICAL PUBLICATIONS TO MAINTENANCE PERSONNEL	1	1	2	3	4	5	6	7	1	2	6
21	PREPARE MAINTENANCE RELATED CORRESPONDENCE	1	1	2	3	4	5	6	7	1	2	6
22	PREPARE INPUT TO MAINTENANCE AND READINESS EVALUATION SYSTEM (MARES) REPORT	1	1	2	3	4	5	6	7	1	2	6
23	MONITOR MARES REPORT FOR VALIDITY OF INPUT	1	1	2	3	4	5	6	7	1	2	6
24	REVIEW MARES REPORT FOR STATUS/PROGRESSION THROUGH MAINTENANCE/ SUPPLY PROCESS	1	1	2	3	4	5	6	7	1	2	6
25	PREPARE INPUT TO AUTOMATED INFORMATION SYSTEM (AIS) REPORT	1	1	2	3	4	5	6	7	1	2	6
26	MONITOR AIS REPORT FOR VALIDITY OF INPUT	1	1	2	3	4	5	6	7	1	2	6
27	REVIEW AIS REPORT FOR STATUS/PROGRESSION THROUGH MAINTENANCE/ SUPPLY PROCESS	1	1	2	3	4	5	6	7	1	2	6
28	MONITOR INPUT TO THE MARINE CORPS INTEGRATED MAINTENANCE MANAGEMENT SYSTEM (MIMMS)	1	1	2	3	4	5	6	7	1	2	6
29	PREPARE TACTICAL EQUIPMENT REPAIR ORDER (LRO)	1	1	2	3	4	5	6	7	1	2	6

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		TIME SPENT	
		111 VERY LITTLE	
		112 BELOW AVERAGE	
		113 SLIGHTLY BELOW AVG	
		114 AVERAGE	
		115 SLIGHTLY ABOVE AVG	
		116 ABOVE AVERAGE	
		117 VERY MUCH	
30	RECORD MAINTENANCE PERFORMED AND REPAIR PARTS USED ON INITIAL EQUIPMENT REPAIR ORDER (AKA)	112	2 4 2 4 7 27.2
31	REVIEW ERG FOR CORRECTNESS AND COMPLETENESS	112	2 4 5 9 7 27.3
32	MONITOR ERG FOR PROGRESS IN THROUGH MAINTENANCE/SUPPLY PROCESS	112	2 4 5 9 7 27.4
33	CLOSE OUT ERG	112	2 4 5 9 7 27.5
34	PREPARE ERG SHOPPING LIST	112	2 4 5 9 7 27.6
35	MONITOR PREVENTIVE MAINTENANCE PROGRAM	112	2 4 5 9 7 27.7
36	MONITOR MODIFICATION PROGRAMS	112	2 4 5 9 7 27.8
37	MONITOR CALIBRATION PROGRAMS	112	2 4 5 9 7 27.9
38	MONITOR CORRECTIVE MAINTENANCE PROGRAM	112	2 4 5 9 7 28.0
39	MONITOR OPERATIONAL READINESS FLOAT PROGRAM	112	2 4 5 9 7 28.1
40	VERIFY COMPLETION OF ERG AND ACCOMPANYING RECORDS FOR EQUIPMENT BEING INSPECTED INTO REPAIR ACTIVITY	112	2 4 5 9 7 28.2
41	PROCESS EQUIPMENT TO FLOAT, EVACUATION, AND WASHOUT IN LIFE DE REPAIR	112	2 4 5 9 7 28.3
42	PREPARE FORMS NECESSARY FOR EVACUATION, FLOAT AND WASHOUT	112	2 4 5 9 7 28.4
43	VERIFY ENTRIES IN SHOP RECORDS UPON COMPLETION OF MAINTENANCE	112	2 4 5 9 7 28.5

44	VERIFY ENTRIES IN EQUIPMENT RECORDS UPON COMPLETION OF MAINTENANCE	1	1	1	2	3	4	5	6	7	1-3/216
45	MANAGE QUALITY ASSURANCE AND CONTROL PROGRAMS	1	1	1	2	3	4	5	6	7	1-3/217
46	MONITOR CONTROLLED ITEMS PROGRAM	1	1	1	2	3	4	5	6	7	1-3/218
47	PREPARE RECOVERABLE ITEMS REPORT (RIT)	1	1	1	2	3	4	5	6	7	1-3/219
48	NOMINATE FOR EVACUATION, EQUIPMENT WHICH MEETS ESTABLISHED CRITERIA FOR REPLACEMENT AND EVACUATION PROGRAM (REP)	1	1	1	2	3	4	5	6	7	1-3/220
49	PREPARE REPLACEMENT AND EVACUATION REPORT (REP)	1	1	1	2	3	4	5	6	7	1-3/221
50	MONITOR ADMINISTRATIVE DEADLINE PROGRAM	1	1	1	2	3	4	5	6	7	1-3/222
51	MONITOR MAINTENANCE RECORDS AND REPORTING PROCEDURES FOR GARRISON MOBILE EQUIPMENT	1	1	1	2	3	4	5	6	7	1-3/223
52	COORDINATE MAINTENANCE RELATED INPUT TO CONTINGENCY PLANNING	1	1	1	2	3	4	5	6	7	1-3/224
53	PREPARE MAINTENANCE MANAGEMENT INSPECTION PLANS	1	1	1	2	3	4	5	6	7	1-3/225
54	CONDUCT UNIT MAINTENANCE MANAGEMENT INSPECTIONS	1	1	1	2	3	4	5	6	7	1-3/226
55	ASSIST UNITS IN CORRECTION OF MAINTENANCE MANAGEMENT PROBLEMS	1	1	1	2	3	4	5	6	7	1-3/227
56	MONITOR SUBMISSION OF UNSATISFACTORY EQUIPMENT REPORTS (UER)	1	1	1	2	3	4	5	6	7	1-3/228
57	PREPARE UNSERVICEABLE EQUIPMENT REPORT (UER)	1	1	1	2	3	4	5	6	7	1-3/229
58	MONITOR SUBMISSION OF QUALITY/RELIABILITY REPORT (QR)	1	1	1	2	3	4	5	6	7	1-3/230
59	PREPARE QUALITY/RELIABILITY REPORT (QR) FOR REBUILD EQUIPMENT	1	1	1	2	3	4	5	6	7	1-3/231
60	COORDINATE SUPPLY SUPPORT OF REPAIR ACTIVITY WITH SUPPLY MANAGERS	1	1	1	2	3	4	5	6	7	1-3/232
61	MANAGE MAINTENANCE SHOP SUPPLY FUNCTIONS	1	1	1	2	3	4	5	6	7	1-3/233







TIME SPENT	
111	VERY LITTLE
112	BELOW AVERAGE
113	SLIGHTLY BELOW AVG
114	AVERAGE
115	SLIGHTLY ABOVE AVG
116	ABOVE AVERAGE
117	VERY MUCH

# PERFORM BENCH AND SHOP OPERATION DUTIES

1	PREPARE SHOP DRAWINGS	1	1	2	3	4	5	6	7	2752
2	PREPARE WORK SKETCHES	1	1	2	3	4	5	6	7	3756
3	WORK FROM MECHANICAL DRAWINGS	1	1	2	3	4	5	6	7	3757
4	MAKE MATERIAL LIST FROM DRAWINGS	1	1	2	3	4	5	6	7	3758
5	ORDER RAW METAL STOCK	1	1	2	3	4	5	6	7	3759
6	LAY OUT WORKPIECE	1	1	2	3	4	5	6	7	3760
7	CONDUCT FRACTURE TEST ON METALS	1	1	2	3	4	5	6	7	3761
8	CONDUCT SPARK TEST ON METALS	1	1	2	3	4	5	6	7	3762
9	CONDUCT TURCH TEST ON METALS	1	1	2	3	4	5	6	7	3763
10	MAINTAIN BENCH STOCK SUPPLIES	1	1	2	3	4	5	6	7	3764
11	PERFORM HAND HACKSAWING OPERATIONS	1	1	2	3	4	5	6	7	3765

12 PERFORM HAND FILING OPERATIONS	1	1	2	3	4	5	6	7	3766
13 PERFORM HAND SCRAPING OPERATIONS	1	1	2	3	4	5	6	7	3767
14 PERFORM HAND DRILLING OPERATIONS	1	1	2	3	4	5	6	7	3768
15 PERFORM HAND TAPPING OPERATIONS	1	1	2	3	4	5	6	7	3769
16 PERFORM HAND DIE THREADING OPERATIONS	1	1	2	3	4	5	6	7	3770
17 PERFORM HAND GRINDING OPERATIONS	1	1	2	3	4	5	6	7	3771
18 PERFORM HAND SANDING OPERATIONS	1	1	2	3	4	5	6	7	3772
19 PERFORM HAND POLISHING OPERATIONS	1	1	2	3	4	5	6	7	3773
20 HONE METAL ON HONING MACHINE	1	1	2	3	4	5	6	7	3774
21 HONE METAL BY HAND	1	1	2	3	4	5	6	7	3775
22 LAP METAL	1	1	2	3	4	5	6	7	3776
23 SHEAR METAL	1	1	2	3	4	5	6	7	3777
24 CHIP METAL	1	1	2	3	4	5	6	7	3778
25 FORM METAL STOCK	1	1	2	3	4	5	6	7	3779
26 CUT METAL STOCK	1	1	2	3	4	5	6	7	3780
27 RIVET METAL WORK	1	1	2	3	4	5	6	7	3781
28 HAND TAP THREADS	1	1	2	3	4	5	6	7	3782
29 FILE RAU II	1	1	2	3	4	5	6	7	3783



44 MODIFY SPECIAL TOOLS	1	1	1	2	1	4	5	0	7	1	4/19
45 REPAIR SPECIAL TOOLS	1	1	1	1	1	1	1	1	1	1	1
46 DESIGN DIES	1	1	1	2	3	4	5	6	7	1	4/20
47 FABRICATE DIES	1	1	1	2	3	4	5	6	7	1	4/21
48 MODIFY DIES	1	1	1	2	3	4	5	6	7	1	4/22
49 REPAIR DIES	1	1	1	2	3	4	5	6	7	1	4/23
50 DESIGN FIXTURES	1	1	1	2	3	4	5	6	7	1	4/24
51 FABRICATE FIXTURES	1	1	1	2	3	4	5	6	7	1	4/25
52 MODIFY FIXTURES	1	1	1	2	3	4	5	6	7	1	4/26
53 REPAIR FIXTURES	1	1	1	2	3	4	5	6	7	1	4/27
	1	1	1	2	3	4	5	6	7	1	4/28



12 PERFORM VEHICLE ROUGHING OPERATIONS	1	1	2	3	4	5	6	7	1-4742
13 PERFORM HAMMER FINISHING OPERATIONS	1	1	2	3	4	5	6	7	1-4741
14 PERFORM METAL SHRINKING OPERATIONS	1	1	2	3	4	5	6	7	1-4742
15 PERFORM BODY FILING OPERATIONS	1	1	2	3	4	5	6	7	1-4743
16 PERFORM GRIND OPERATIONS	1	1	2	3	4	5	6	7	1-4744
17 PERFORM DRILLING OPERATIONS	1	1	2	3	4	5	6	7	1-4745
18 PERFORM SLAP HAMMER OPERATIONS	1	1	2	3	4	5	6	7	1-4746
19 PERFORM SLIDE HAMMER OPERATIONS	1	1	2	3	4	5	6	7	1-4747
20 PERFORM BODY PLASTIC OPERATIONS	1	1	2	3	4	5	6	7	1-4748
21 PERFORM LEADING OPERATIONS	1	1	2	3	4	5	6	7	1-4749
22 PERFORM FIBERGLASS OPERATIONS	1	1	2	3	4	5	6	7	1-4750
23 ADJUST VEHICLE DOORS	1	1	2	3	4	5	6	7	1-4751
24 ADJUST VEHICLE HOODS	1	1	2	3	4	5	6	7	1-4752
25 ADJUST VEHICLE DECK LIDS	1	1	2	3	4	5	6	7	1-4753
26 REPAIR VEHICLE SHELTER	1	1	2	3	4	5	6	7	1-4754
27 INSTALL FLOTATION BARRIERS	1	1	2	3	4	5	6	7	1-4755
28 PERFORM FINAL METAL BODY MAINTENANCE CHECKS	1	1	2	3	4	5	6	7	1-4756
29 PERFORM FINAL METAL BODY REPAIR CHECKS	1	1	2	3	4	5	6	7	1-4757

TIME SP ML	
114	VERY LITTLE
112	BELOW AVERAGE
110	SLIGHTLY BELOW AVG
108	AVERAGE
106	SLIGHTLY ABOVE AVG
104	ABOVE AVERAGE
102	VERY MUCH
DO TEST REPAIRED VEHICLE OPERATIONS	
114	2
112	3
110	4
108	5
106	6
104	7
102	8
	9
	10



TIME SPENT

111	VERY LITTLE	1
112	BELOW AVERAGE	1
113	SLIGHTLY BELOW AVERAGE	1
114	AVERAGE	1
115	SLIGHTLY ABOVE AVERAGE	1
116	ABOVE AVERAGE	1
117	VERY MUCH	1

# PERFORM PAINTING DUTIES

1	SUPERVISE PERSONNEL PERFORMING PAINTING OPERATIONS	1	1	2	4	5	1	4/59
2	INSTRUCT/TRAIN PERSONNEL IN PAINTING PROCEDURES/TECHNIQUES	1	1	2	3	4	1	4/60
3	PERFORM COLOR MATCHING OPERATIONS	1	1	2	3	4	1	4/61
4	MIX PAINTS	1	1	2	3	4	1	4/62
5	PREPARE METAL SURFACES FOR PAINTING	1	1	2	3	4	1	4/63
6	PREPARE VEHICLES FOR SPRAY PAINTING	1	1	2	3	4	1	4/64
7	SET-UP SPRAY PAINTING EQUIPMENT	1	1	2	3	4	1	4/65
8	PREPARE PRIMERS	1	1	2	3	4	1	4/66
9	APPLY PRIMERS USING SPRAY EQUIPMENT	1	1	2	3	4	1	4/67
10	PREPARE PAINTS	1	1	2	3	4	1	4/68
11	APPLY PAINTS USING SPRAY EQUIPMENT	1	1	2	3	4	1	4/69

12 APPLY PAINT/PRIMERS USING PAINT BRUSH AND ROLLERS	1	1	1	2	3	4	5	6	7	4/14
13 DETERMINE PAINT FAILURES	1	1	1	2	3	4	5	6	7	4/11
14 CUT STENCILS	1	1	1	2	3	4	5	6	7	4/12
15 STENCIL VEHICLES/EQUIPMENT	1	1	1	2	3	4	5	6	7	4/13
16 CLEAN SPRAY PAINTING EQUIPMENT	1	1	1	2	3	4	5	6	7	4/14
17 MAINTAIN PAINT BRUSHES AND ROLLERS	1	1	1	2	3	4	5	6	7	4/15
18 MAINTAIN PAINT LUCKER	1	1	1	2	3	4	5	6	7	4/16
19 APPLY SEALERS USING BRUSHES AND ROLLERS	1	1	1	2	3	4	5	6	7	4/17
20 APPLY GLAZES USING A PUTTY KNIFE OR SQUEEGEE	1	1	1	2	3	4	5	6	7	4/18



TIME SPENT									
	11	12	13	14	15	16	17	18	19
	11	12	13	14	15	16	17	18	19
PERFORM FUEL TANK REPAIR DUTIES									
1 SUPERVISE PERSONNEL REPAIRING FUEL TANKS	1	1	2	3	4	5	6	7	8
2 INSTRUCT/TRAIN PERSONNEL IN FUEL TANK REPAIRS	1	1	2	3	4	5	6	7	8
3 IDENTIFY FUEL TANK CONSTRUCTION	1	1	2	3	4	5	6	7	8
4 TEST FUEL TANKS	1	1	2	3	4	5	6	7	8
5 CLEAN FUEL TANKS	1	1	2	3	4	5	6	7	8
6 REPAIR TERNEPLATE FUEL TANKS (TIN ALLOY)	1	1	2	3	4	5	6	7	8
7 REPAIR CARBON STEEL FUEL TANK	1	1	2	3	4	5	6	7	8
8 REPAIR FIBERGLASS FUEL TANKS	1	1	2	3	4	5	6	7	8
9 REPAIR BLADDER FUEL TANKS	1	1	2	3	4	5	6	7	8
10 REPAIR FUEL TANK COMPARTMENTS	1	1	2	3	4	5	6	7	8
11 REPAIR ALUMINUM FUEL CELLS	1	1	2	3	4	5	6	7	8

[illegible]

### PERFORM RADIATOR AND OIL COOLER REPAIR DUTIES

33

12 TORCH-SOLDER RADIATORS	1	1	1	2	3	4	5	6	7	1	5733
13 ROD RADIATOR CURES	1	1	1	2	3	4	5	6	7	1	5734
14 INSTALL RADIATOR CURES	1	1	1	2	3	4	5	6	7	1	5735
15 REPLACE RADIATORS	1	1	1	2	3	4	5	6	7	1	5736
16 CLEAN OIL COOLERS	1	1	1	2	3	4	5	6	7	1	5737
17 TEST OIL COOLERS	1	1	1	2	3	4	5	6	7	1	5738
18 REPAIR OIL COOLERS	1	1	1	2	3	4	5	6	7	1	5739
19 REPAIR HEAT EXCHANGERS	1	1	1	2	3	4	5	6	7	1	5740

TIME SPENT

1	11	VERY LITTLE
2	12	BELOW AVERAGE
3	13	SLIGHTLY BELOW AVG
4	14	AVERAGE
5	15	SLIGHTLY ABOVE AVG
6	16	ABOVE AVERAGE
7	17	VERY MUCH

PERFORM SOLDERING AND BRAZING DUTIES

1	SUPERVISE PERSONNEL PERFORMING SOLDERING OPERATIONS	1	1	2	3	4	5	6	7	1-5741
2	INSTRUCT/TRAIN PERSONNEL IN SOLDERING PROCEDURES/TECHNIQUES	1	1	2	3	4	5	6	7	1-5742
3	SUPERVISE PERSONNEL PERFORMING BRAZING OPERATIONS	1	1	2	3	4	5	6	7	1-5743
4	INSTRUCT/TRAIN PERSONNEL IN BRAZING PROCEDURES/TECHNIQUES	1	1	2	3	4	5	6	7	1-5744
5	PREPARE METALS FOR SOLDERING	1	1	2	3	4	5	6	7	1-5745
6	PERFORM ALUMINUM SOLDERING	1	1	2	3	4	5	6	7	1-5746
7	PERFORM SILVER SOLDERING	1	1	2	3	4	5	6	7	1-5747
8	PERFORM CAST IRON SOLDERING	1	1	2	3	4	5	6	7	1-5748
9	PERFORM GALVANIZED STEEL SOLDERING	1	1	2	3	4	5	6	7	1-5749
10	SOLDER WITH FLAME-HEATED IRON	1	1	2	3	4	5	6	7	1-5750
11	SOLDER WITH ELECTRIC IRON	1	1	2	3	4	5	6	7	1-5751





		TIME SPENT										
		I	II	III	IV	V	VI	VII	VIII	IX	X	XI
		11	VERY LITTLE									
		12	BELOW AVERAGE									
		13	SLIGHTLY BELOW AVERAGE									
		14	AVERAGE									
		15	SLIGHTLY ABOVE AVERAGE									
		16	ABOVE AVERAGE									
		17	VERY MUCH									
PERFORM OXYACETYLENE WELDING/CUTTING DUTIES												
1	SUPERVISE PERSONNEL WELDING/CUTTING WITH OXYACETYLENE EQUIPMENT	1	1	2	3	4	5	6	7	8	9	10
2	INSTRUCT/TRAIN PERSONNEL IN OXYACETYLENE WELDING/CUTTING	1	1	2	3	4	5	6	7	8	9	10
3	EVALUATE OXYACETYLENE WELDING JOB MATERIAL REQUIREMENTS	1	1	2	3	4	5	6	7	8	9	10
4	SELECT EQUIPMENT FOR OXYACETYLENE WELDING JOBS	1	1	2	3	4	5	6	7	8	9	10
5	SELECT OXYACETYLENE WELDING METHODS	1	1	2	3	4	5	6	7	8	9	10
6	SET-UP OXYACETYLENE WELDING EQUIPMENT	1	1	2	3	4	5	6	7	8	9	10
7	ADJUST OXYACETYLENE WELDING EQUIPMENT	1	1	2	3	4	5	6	7	8	9	10
8	PREPARE WELDING MATERIALS FOR OXYACETYLENE WELDING	1	1	2	3	4	5	6	7	8	9	10
9	SELECT FILLER METALS FOR OXYACETYLENE WELDING	1	1	2	3	4	5	6	7	8	9	10
10	REPAIR STRUCTURAL TUBING USING OXYACETYLENE EQUIPMENT	1	1	2	3	4	5	6	7	8	9	10
11	FOREHAND WELD USING OXYACETYLENE EQUIPMENT	1	1	2	3	4	5	6	7	8	9	10

12	BACK	WELD	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
13	MULTILAYER	WELD	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
14	HORIZONTAL (FLAT)	WELD	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
15	VERTICAL	WELD	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
16	OVERHEAD	WELD	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
17	WELD	PIPES	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
18	WELD	TITANIUM	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
19	WELD	STEEL	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
20	WELD	ALUMINUM	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
21	WELD	CAST IRON	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
22	WELD	COPPER	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
23	WELD	MAGNESIUM	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
24	WELD	NICKEL	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
25	WELD	LEAD	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
26	WELD	TOOL STEEL	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
27	WELD	SHEET METAL	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
28	WELD	STAINLESS STEEL	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718
29	BRAZE	WELD	USING	OXYACETYLENE	EQUIPMENT	1	1	2	3	4	5	6	7	5718

TIMELINE									
11	1	2	3	4	5	6	7	8	9
12	1	2	3	4	5	6	7	8	9
13	1	2	3	4	5	6	7	8	9
14	1	2	3	4	5	6	7	8	9
15	1	2	3	4	5	6	7	8	9
16	1	2	3	4	5	6	7	8	9
17	1	2	3	4	5	6	7	8	9
18	1	2	3	4	5	6	7	8	9
19	1	2	3	4	5	6	7	8	9
20	1	2	3	4	5	6	7	8	9
21	1	2	3	4	5	6	7	8	9
22	1	2	3	4	5	6	7	8	9
23	1	2	3	4	5	6	7	8	9
24	1	2	3	4	5	6	7	8	9
25	1	2	3	4	5	6	7	8	9
26	1	2	3	4	5	6	7	8	9
27	1	2	3	4	5	6	7	8	9
28	1	2	3	4	5	6	7	8	9
29	1	2	3	4	5	6	7	8	9
30	1	2	3	4	5	6	7	8	9
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32	1	2	3	4	5	6	7	8	9
33	1	2	3	4	5	6	7	8	9
34	1	2	3	4	5	6	7	8	9
35	1	2	3	4	5	6	7	8	9
36	1	2	3	4	5	6	7	8	9
37	1	2	3	4	5	6	7	8	9
38	1	2	3	4	5	6	7	8	9
39	1	2	3	4	5	6	7	8	9
40	1	2	3	4	5	6	7	8	9
41	1	2	3	4	5	6	7	8	9
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66	1	2	3	4	5	6	7	8	9
67	1	2	3	4	5	6	7	8	9
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70	1	2	3	4	5	6	7	8	9
71	1	2	3	4	5	6	7	8	9
72	1	2	3	4	5	6	7	8	9
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82	1	2	3	4	5	6	7	8	9
83	1	2	3	4	5	6	7	8	9
84	1	2	3	4	5	6	7	8	9
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93	1	2	3	4	5	6	7	8	9
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95	1	2	3	4	5	6	7	8	9
96	1	2	3	4	5	6	7	8	9
97	1	2	3	4	5	6	7	8	9
98	1	2	3	4	5	6	7	8	9
99	1	2	3	4	5	6	7	8	9
100	1	2	3	4	5	6	7	8	9

	TIME SPENT						
	I	J	K	L	M	N	O
	111 VERY LITTLE	112 BELOW AVERAGE	113 SLIGHTLY BELOW AVG	114 AVERAGE	115 SLIGHTLY ABOVE AVG	116 ABOVE AVERAGE	117 VERY MUCH
<b>PERFORM ELECTRIC ARC WELDING DUTIES</b>							
1 SUPERVISE PERSONNEL WELDING/CUTTING WITH ELECTRIC ARC EQUIPMENT							
2 INSTRUCT/TRAIN PERSONNEL IN ELECTRIC ARC WELDING/CUTTING							
3 EVALUATE ARC WELDING JOB MATERIAL REQUIREMENTS							
4 SELECT EQUIPMENT FOR ARC WELDING JOBS							
5 SELECT ARC WELDING METHODS							
6 SET-UP ARC WELDING EQUIPMENT							
7 ADJUST ARC WELDING EQUIPMENT							
8 PREPARE WELDING MATERIALS FOR ARC WELDING							
9 SELECT FILLER METALS FOR ARC WELDING							
10 BUILDUP SURFACE WITH ARC WELDING EQUIPMENT							
11 HORIZONTAL (FLAT) WELD USING ARC WELDING EQUIPMENT							

12 VERTICAL WELD USING ARC WELDING EQUIPMENT	1	1	2	3	4	5	6	7	6738
13 OVERHEAD WELD USING ARC WELDING EQUIPMENT	1	1	2	3	4	5	6	7	6739
14 ARC WELD STEEL PLATES	1	1	2	3	4	5	6	7	6740
15 ARC WELD CAST IRON	1	1	2	3	4	5	6	7	6741
16 ARC WELD ALUMINUM	1	1	2	3	4	5	6	7	6742
17 ARC WELD MAGNESIUM	1	1	2	3	4	5	6	7	6743
18 ARC WELD PIPES	1	1	2	3	4	5	6	7	6744
19 ARC WELD COPPER	1	1	2	3	4	5	6	7	6745
20 ARC WELD FACE-HARDEN ARMOR PLATES	1	1	2	3	4	5	6	7	6746
21 ARC WELD HOMOGENEOUS ARMOR PLATES	1	1	2	3	4	5	6	7	6747
22 CUT METAL USING CARBON-ARC METHOD	1	1	2	3	4	5	6	7	6748
23 CUT METAL USING METAL-ARC METHOD	1	1	2	3	4	5	6	7	6749
24 CUT METAL USING ARC-OXYGEN METHOD	1	1	2	3	4	5	6	7	6750

		TIME SPENT									
		1	2	3	4	5	6	7	8	9	10
		111	112	113	114	115	116	117	118	119	120
		VERY LITTLE	LOW AVERAGE	SLIGHTLY BELOW AVERAGE	SLIGHTLY ABOVE AVERAGE	LOW AVERAGE	SLIGHTLY ABOVE AVERAGE	SLIGHTLY ABOVE AVERAGE	SLIGHTLY ABOVE AVERAGE	SLIGHTLY ABOVE AVERAGE	SLIGHTLY ABOVE AVERAGE
PERFORM METAL INERT GAS (MIG) WELDING OUTLINE											
1	SUPERVISE PERSONNEL WELDING WITH METAL INERT GASES (MIG)	1	1	2	3	4	5	6	7	8	9
2	INSTRUCT/TRAIN PERSONNEL IN MIG WELDING	1	1	2	3	4	5	6	7	8	9
3	EVALUATE MIG WELDING JOB MATERIAL REQUIREMENTS	1	1	2	3	4	5	6	7	8	9
4	SELECT EQUIPMENT FOR MIG WELDING JOBS	1	1	2	3	4	5	6	7	8	9
5	SELECT MIG WELDING METHODS	1	1	2	3	4	5	6	7	8	9
6	SET-UP MIG WELDING EQUIPMENT	1	1	2	3	4	5	6	7	8	9
7	ADJUST MIG WELDING EQUIPMENT	1	1	2	3	4	5	6	7	8	9
8	PREPARE WELDING MATERIAL FOR MIG WELDING	1	1	2	3	4	5	6	7	8	9
9	SELECT FILLER METALS FOR MIG WELDING	1	1	2	3	4	5	6	7	8	9
10	HORIZONTAL (FLAT) WELD USING MIG WELDING EQUIPMENT	1	1	2	3	4	5	6	7	8	9
11	VERTICAL WELD USING MIG WELDING EQUIPMENT	1	1	2	3	4	5	6	7	8	9





TIME SPENT	
111	VERY LITTLE
112	BELOW AVERAGE
113	SLIGHTLY BELOW AVG
114	AVERAGE
115	SLIGHTLY ABOVE AVG
116	ABOVE AVERAGE
117	VERY MUCH

PERFORM TUNGSTEN INERT GAS (TIG) WELDING DUTIES

1	SUPERVISE PERSONNEL WELDING WITH TUNGSTEN INERT GASES (TIG)	1	1	1	2	3	4	5	6	7	1-6766
2	INSTRUCT/TRAIN PERSONNEL IN TIG WELDING	1	1	1	2	3	4	5	6	7	1-6767
3	EVALUATE TIG WELDING JOB MATERIAL REQUIREMENTS	1	1	1	2	3	4	5	6	7	1-6768
4	SELECT EQUIPMENT FOR TIG WELDING JOBS	1	1	1	2	3	4	5	6	7	1-6769
5	SELECT TIG WELDING METHODS	1	1	1	2	3	4	5	6	7	1-6770
6	SET-UP TIG WELDING EQUIPMENT	1	1	1	2	3	4	5	6	7	1-6771
7	ADJUST TIG WELDING EQUIPMENT	1	1	1	2	3	4	5	6	7	1-6772
8	PREPARE WELDING MATERIAL FOR TIG WELDING	1	1	1	2	3	4	5	6	7	1-6773
9	SELECT FILLER METALS FOR TIG WELDING	1	1	1	2	3	4	5	6	7	1-6774
10	HORIZONTAL (FLAT) WELD USING TIG WELDING EQUIPMENT	1	1	1	2	3	4	5	6	7	1-6775
11	VERTICAL WELD TIG WELDING EQUIPMENT	1	1	1	2	3	4	5	6	7	1-6776



TIME SPENT	
1	111 VERY LITTLE
2	112 BELOW AVERAGE
3	113 SLIGHTLY BELOW AVG
4	114 AVERAGE
5	115 SLIGHTLY ABOVE AVG
6	116 ABOVE AVERAGE
7	117 VERY MUCH

PERFORM HEAT TREATMENT AND FORGING DUTIES

1 SUPERVISE PERSONNEL PERFORMING HEAT TREATMENT/FORGING OPERATIONS	1	1	1	2	3	4	5	6	7	114
2 INSTRUCT/TRAIN PERSONNEL IN HEAT TREATMENT/FORGING TECHNIQUE	1	1	1	2	3	4	5	6	7	115
3 SET-UP FORGING EQUIPMENT	1	1	1	2	3	4	5	6	7	116
4 DRAW METAL USING FORGING EQUIPMENT	1	1	1	2	3	4	5	6	7	117
5 BEND METAL USING FORGING EQUIPMENT	1	1	1	2	3	4	5	6	7	118
6 PUNCH METAL USING FORGING EQUIPMENT	1	1	1	2	3	4	5	6	7	119
7 SPLIT METAL USING FORGING EQUIPMENT	1	1	1	2	3	4	5	6	7	120
8 FULLER METAL USING FORGING EQUIPMENT	1	1	1	2	3	4	5	6	7	121
9 SLAG METAL USING FORGING EQUIPMENT	1	1	1	2	3	4	5	6	7	122
10 TWIST METAL USING FORGING EQUIPMENT	1	1	1	2	3	4	5	6	7	123
11 HEAD METAL USING FORGING EQUIPMENT	1	1	1	2	3	4	5	6	7	124

12 RIVET METAL USING FORGING EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/15
13 ANNEAL METAL USING FORGING EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/16
14 TEMPER METAL USING FORGING EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/17
15 SURFACE HARDEN METAL USING FORGING EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/18
16 CASE HARDEN METAL USING FORGING EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/19
17 HEAT TREAT METAL USING FORGING EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/20
18 HARDEN SURFACE USING ARC WELDING EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/21
19 HARDEN SURFACE USING OXYACETYLENE EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/22
20 PERFORM FORGING OPERATIONS WITH OXYACETYLENE EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/23
21 PERFORM PORTABLE FORGING OPERATIONS USING OXYACETYLENE EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/24
22 TEMPER METAL USING OXYACETYLENE EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/25
23 FLAME HARDEN METAL USING OXYACETYLENE EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/26
24 CASE HARDEN LOW CARBON STEEL USING OXYACETYLENE EQUIPMENT	1	1	1	1	2	3	4	5	6	7	1/27
25 TEST METALS FOR HARDNESS USING FILES	1	1	1	1	2	3	4	5	6	7	1/28
26 TEST METALS FOR HARDNESS USING ROCKWELL TESTS	1	1	1	1	2	3	4	5	6	7	1/29

	TIME SPEND
111	VERY LITTLE
112	BELOW AVERAGE
113	SLIGHTLY BELOW AVG
114	AVERAGE
115	SLIGHTLY ABOVE AVG
116	ABOVE AVERAGE
117	VERY MUCH

# PERFORM LATHE OPERATOR DUTIES

[illegible]

12 SET-UP TAPER TURNING OPERATION ON LATHE	1	1	2	3	4	5	6	7	1741
13 SET-UP TAPER BORING OPERATION ON LATHE	1	1	2	3	4	5	6	7	1742
14 SET-UP THREAD CUTTING OPERATION ON LATHE	1	1	2	3	4	5	6	7	1743
15 SET-UP ECCENTRIC TURNING OPERATION ON LATHE	1	1	2	3	4	5	6	7	1744
16 SET-UP WORK IN FOUR JAW CHUCK USING DIAL INDICATOR	1	1	2	3	4	5	6	7	1745
17 TURN METAL ON LATHE	1	1	2	3	4	5	6	7	1746
18 FACE METAL ON LATHE	1	1	2	3	4	5	6	7	1747
19 CENTER DRILL METAL ON LATHE	1	1	2	3	4	5	6	7	1748
20 COUNTERSINK METAL ON LATHE	1	1	2	3	4	5	6	7	1749
21 COUNTER BORE METAL ON LATHE	1	1	2	3	4	5	6	7	1750
22 REAM METAL ON LATHE	1	1	2	3	4	5	6	7	1751
23 TAP METAL ON LATHE	1	1	2	3	4	5	6	7	1752
24 MACHINE SQUARE GROOVE ON LATHE	1	1	2	3	4	5	6	7	1753
25 CHAMFER METAL ON LATHE	1	1	2	3	4	5	6	7	1754
26 PART METAL ON LATHE	1	1	2	3	4	5	6	7	1755
27 KNURL METAL ON LATHE	1	1	2	3	4	5	6	7	1756
28 CUT PIPE THREADS ON LATHE	1	1	2	3	4	5	6	7	1757
29 CUT STANDARD THREADS ON LATHE	1	1	2	3	4	5	6	7	1758

		TIME SPENT	
		11	12
111	VERY LITTLE	1	1
112	BELOW AVERAGE	1	1
113	SLIGHTLY BELOW AVERAGE	1	1
114	AVERAGE	1	1
115	SLIGHTLY ABOVE AVERAGE	1	1
116	ABOVE AVERAGE	1	1
117	VERY MUCH	1	1
30	CUT ACME THREADS ON LATHE	1	1
31	CUT SINGLE THREADS ON LATHE	1	1
32	CUT INTERNAL THREADS ON LATHE	1	1
33	CUT METRIC THREADS ON LATHE	1	1
34	FILE METAL ON LATHE	1	1
35	RESTORE THREADS ON LATHE	1	1
36	TAPER TURN METAL ON LATHE WITH TAPER ATTACHMENT	1	1
37	TAPER TURN METAL ON LATHE WITH COMPOUND REST	1	1
38	TAPER TURN METAL ON LATHE WITH TAIL STOCK OFFSET	1	1
39	TAPER BORE METAL ON LATHE WITH TAPER ATTACHMENT	1	1
40	TAPER BORE METAL ON LATHE WITH COMPOUND REST	1	1
41	CUT INTERNAL TAPERS ON LATHE	1	1
42	CUT METAL ECCENTRICALLY ON LATHE	1	1
43	CUT CONTOURED SURFACES ON LATHE	1	1







76 TEST LATHE MOTOR	1	2	3	4	5	6	7	8	9
77 SERVICE LATHE MOTOR	1	1	2	3	4	5	6	7	8
78 ADJUST LATHE MOTOR	1	1	2	3	4	5	6	7	8
79 REPLACE LATHE MOTOR	1	1	2	3	4	5	6	7	8

77 SERVICE LATHE MOTOR

78 ADJUST LATHE MOTOR

79 REPLACE LATHE MOTOR

	TIME SPENT
111	VERY LITTLE
112	BELOW AVERAGE
113	SLIGHTLY BELOW AVERAGE
114	AVERAGE
115	SLIGHTLY ABOVE AVERAGE
116	ABOVE AVERAGE
117	VERY MUCH

PERFORM MILLING MACHINE OPERATOR DUTIES											
1	SUPERVISE PERSONNEL OPERATING UNIVERSAL MILLING MACHINES	1	1	1	2	3	4	5	6	7	87230
2	SUPERVISE PERSONNEL OPERATING PLAIN MILLING MACHINES	1	1	1	2	3	4	5	6	7	87231
3	SUPERVISE PERSONNEL USING LATHE ATTACHMENTS	1	1	1	2	3	4	5	6	7	87232
4	SUPERVISE PERSONNEL USING VERSA MILL ATTACHMENTS	1	1	1	2	3	4	5	6	7	87233
5	INSTRUCT/TRAIN PERSONNEL IN MILLING PROCEDURES/TECHNIQUES	1	1	1	2	3	4	5	6	7	87234
6	SELECT MILLING MACHINE HOLDERS	1	1	1	2	3	4	5	6	7	87235
7	SELECT MILLING MACHINE CUTTERS	1	1	1	2	3	4	5	6	7	87236
8	SELECT MILLING MACHINE COOLANTS	1	1	1	2	3	4	5	6	7	87237
9	COMPUTE FEEDS AND SPEEDS FOR MILLING OPERATIONS	1	1	1	2	3	4	5	6	7	87238
10	SELECT FEEDS AND SPEEDS FOR MILLING OPERATIONS	1	1	1	2	3	4	5	6	7	87239
11	COMPUTE DEPTH OF CUTS FOR MILLING OPERATIONS	1	1	1	2	3	4	5	6	7	87240



		LINE SCALE									
		1	2	3	4	5	6	7	8	9	0
11	VERY LITTLE										
12	BELOW AVERAGE										
13	SLIGHTLY BELOW AVERAGE										
14	AVERAGE										
15	SLIGHTLY ABOVE AVERAGE										
16	ABOVE AVERAGE										
17	VERY MUCH										
30	FORM MILL METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
31	SURFACE MILL METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
32	CONVENTIONAL MILL METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
33	CLIMB MILL METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
34	FACE MILL METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
35	STRADDLE MILL METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
36	GANG MILL METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
37	END MILL METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
38	KEYWAY (ROUND END) MILL METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
39	KEYWAY (SQUARE END) MILL METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
40	KEYWAY (WOODRUFF) MILL METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
41	SAW METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
42	SLIT METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9
43	PART METAL ON MILLING MACHINE	1	1	2	3	4	5	6	7	8	9

44 HELICAL MILL METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
45 SPIRAL MILL METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
46 CUT GEARS ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
47 SPLINE MILL METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
48 DRILL METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
49 REAM METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
50 FLY CUT METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
51 SIDE MILL METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
52 PLAIN INDEX METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
53 RAPID INDEX METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
54 ANGULAR INDEX METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
55 DIFFERENTIAL INDEX METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
56 BORE METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
57 GROOVE METAL ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
58 MACHINE BEVEL WORM/WORM WHEELS ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
59 MACHINE BEVEL HELICAL GEARS ON MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
60 INSPECT MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13
61 TEST MILLING MACHINE	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13

		TIME SPENT									
		I	J	K	L	M	N	O	P	Q	R
		11	12	13	14	15	16	17	18	19	20
		VERY	LITTLE	BELOW	AVERAGE	SLIGHTLY	BELOW	AVERAGE	SLIGHTLY	ABOVE	AVERAGE
		1	2	3	4	5	6	7	8	9	10
62	SERVICE MILLING MACHINE	1	1	1	1	1	1	1	1	1	1
63	ADJUST MILLING MACHINE	1	1	1	1	1	1	1	1	1	1
64	REPLACE MILLING MACHINE ATTACHMENTS	1	1	1	1	1	1	1	1	1	1
65	INSPECT MILLING MACHINE MOTOR	1	1	1	1	1	1	1	1	1	1
66	TEST MILLING MACHINE MOTOR	1	1	1	1	1	1	1	1	1	1
67	SERVICE MILLING MACHINE MOTOR	1	1	1	1	1	1	1	1	1	1
68	ADJUST MILLING MACHINE MOTOR	1	1	1	1	1	1	1	1	1	1
69	REPLACE MILLING MACHINE MOTOR	1	1	1	1	1	1	1	1	1	1

TIME SPENT	
111	VERY LITTLE
112	BELOW AVERAGE
113	SLIGHTLY BELOW AVERAGE
114	AVERAGE
115	SLIGHTLY ABOVE AVERAGE
116	ABOVE AVERAGE
117	VERY MUCH

PERFORM METAL GRINDER OPERATOR DUTIES

1 SUPERVISE PERSONNEL OPERATING TOOL POST GRINDERS	1	1	2	3	4	5	6	7	9/20
2 SUPERVISE PERSONNEL OPERATING SURFACE GRINDERS	1	1	2	3	4	5	6	7	9/21
3 SUPERVISE PERSONNEL OPERATING UTILITY GRINDERS	1	1	2	3	4	5	6	7	9/22
4 INSTRUCT/TRAIN PERSONNEL IN GRINDING PROCEDURES/TECHNIQUES	1	1	2	3	4	5	6	7	9/23
5 SELECT GRINDING WHEELS	1	1	2	3	4	5	6	7	9/24
6 INSTALL MILLING MACHINE	1	1	2	3	4	5	6	7	9/25
7 SET-UP UTILITY GRINDERS	1	1	2	3	4	5	6	7	9/26
8 SET-UP UNIVERSAL TOOL POWER GRINDERS	1	1	2	3	4	5	6	7	9/27
9 SET-UP SURFACE GRINDERS	1	1	2	3	4	5	6	7	9/28
10 SET-UP CYLINDRICAL GRINDERS	1	1	2	3	4	5	6	7	9/29
11 SET-UP TOOL AND CUTTER GRINDERS	1	1	2	3	4	5	6	7	9/30





		TIME SPENT										
		I	J	K	L	M	N	O	P	Q	R	S
		11	12	13	14	15	16	17	18	19	20	21
		VERY	LITTLE									
		F12	BELOW	AVERAGE								
		H	13	SLIGHTLY	BELOW	AVG						
		J	14	AVERAGE								
		L	15	SLIGHTLY	ABOVE	AVG						
		K	16	ABOVE	AVERAGE							
		L	17	VERY	MUCH							
30	GRIND THREADING TOOLS (360 DEGREE/ACME/BUTTRESS/SINGLE)	1	1	1	2	3	4	5	6	7	1	9/52
31	GRIND SHEAR BLADES	1	1	1	2	3	4	5	6	7	1	9/50
32	GRIND PUNCHES (PIN/PRICK/DIE)	1	1	1	2	3	4	5	6	7	1	9/51
33	GRIND HUBBS	1	1	1	2	3	4	5	6	7	1	9/52
34	GRIND REAMERS	1	1	1	2	3	4	5	6	7	1	9/53
35	GRIND TAPERS (MANDRELS)	1	1	1	2	3	4	5	6	7	1	9/54
36	GRIND VALVE SEATS	1	1	1	2	3	4	5	6	7	1	9/55
37	INSPECT GRINDERS	1	1	1	2	3	4	5	6	7	1	9/56
38	TEST GRINDERS	1	1	1	2	3	4	5	6	7	1	9/57
39	SERVICE GRINDERS	1	1	1	2	3	4	5	6	7	1	9/58
40	ADJUST GRINDERS	1	1	1	2	3	4	5	6	7	1	9/59
41	REPLACE GRINDER ATTACHMENTS	1	1	1	2	3	4	5	6	7	1	9/60
42	INSTALL GRINDERS	1	1	1	2	3	4	5	6	7	1	9/61
43	INSPECT GRINDER MOTOR	1	1	1	2	3	4	5	6	7	1	9/62

44 TEST GRINDER MOTOR	1	1	1	2	3	4	5	7	9/63
45 SERVICE GRINDER MOTOR	1	1	1	2	3	4	5	7	9/64
46 ADJUST GRINDER MOTOR	1	1	1	2	3	4	5	7	9/65
47 REPLACE GRINDER MOTOR	1	1	1	2	3	4	5	7	9/66

TIME SCALE	
1	VERY LITTLE
2	BELOW AVERAGE
3	SLIGHTLY BELOW AVG
4	AVERAGE
5	SLIGHTLY ABOVE AVG
6	ABOVE AVERAGE
7	VERY MUCH

PERFORM BANDSAW OPERATOR DUTIES

1 SUPERVISE PERSONNEL OPERATING BANDSAWS	1	1	2	3	4	5	6	7	9/67
2 INSTRUCT/TRAIN PERSONNEL IN BANDSAW PROCEDURES/TECHNIQUES	1	1	2	3	4	5	6	7	9/67
3 SELECT METAL BANDSAW BLADES AND FILE BANDS	1	1	2	3	4	5	6	7	9/68
4 INSERT METAL BANDSAW BLADES AND FILE BANDS	1	1	2	3	4	5	6	7	9/69
5 ADJUST METAL BANDSAW BLADES AND FILE BAND TENSION	1	1	2	3	4	5	6	7	9/72
6 SET-UP BANDSAW MACHINE	1	1	2	3	4	5	6	7	9/72
7 CONTOUR SAW METAL USING BANDSAW ATTACHMENTS	1	1	2	3	4	5	6	7	9/72
8 ANGULAR CUT METAL USING BANDSAW	1	1	2	3	4	5	6	7	9/73
9 DISK CUT METAL USING BANDSAW	1	1	2	3	4	5	6	7	9/74
10 POLISH USING BANDSAW	1	1	2	3	4	5	6	7	9/75
11 ETCH USING BANDSAW	1	1	2	3	4	5	6	7	9/76
	1	1	2	3	4	5	6	7	9/77

12 SAW METAL INTERNALLY USING VERTICAL BANDSAW	1	1	1	2	3	4	5	6	7	1978
13 FILE METAL INTERNALLY USING VERTICAL BANDSAW	1	1	1	2	3	4	5	6	7	1979
14 FILE METAL EXTERNALLY USING VERTICAL BANDSAW	1	1	1	2	3	4	5	6	7	1971
15 SAW METAL USING HORIZONTAL BANDSAW	1	1	1	2	3	4	5	6	7	1972
16 FILE METAL USING HORIZONTAL BANDSAW	1	1	1	2	3	4	5	6	7	1973
17 INSPECT BANDSAW	1	1	1	2	3	4	5	6	7	1974
18 TEST BANDSAW	1	1	1	2	3	4	5	6	7	1975
19 SERVICE BANDSAW	1	1	1	2	3	4	5	6	7	1976
20 ADJUST BANDSAW	1	1	1	2	3	4	5	6	7	1977
21 REPLACE BANDSAW ATTACHMENTS	1	1	1	2	3	4	5	6	7	1978
22 INSTALL BANDSAWS	1	1	1	2	3	4	5	6	7	1979
23 INSPECT BANDSAW MOTOR	1	1	1	2	3	4	5	6	7	19710
24 TEST BANDSAW MOTOR	1	1	1	2	3	4	5	6	7	19711
25 SERVICE BANDSAW MOTOR	1	1	1	2	3	4	5	6	7	19712
26 ADJUST BANDSAW MOTOR	1	1	1	2	3	4	5	6	7	19713
27 REPLACE BANDSAW MOTOR	1	1	1	2	3	4	5	6	7	19714

PERFORM SHAPER OPERATOR DUTIES

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12 INDEX USING SHAPER	1	1	2	3	4	5	6	7	110/26
13 CUT INTERNAL KEYWAY USING SHAPER	1	1	2	3	4	5	6	7	110/27
14 CUT EXTERNAL KEYWAY USING SHAPER	1	1	2	3	4	5	6	7	110/28
15 PLANE OR SHAPE IRREGULAR SURFACE USING SHAPER	1	1	2	3	4	5	6	7	110/29
16 INSPECT SHAPER	1	1	2	3	4	5	6	7	110/30
17 TEST SHAPER	1	1	2	3	4	5	6	7	110/31
18 SERVICE SHAPER	1	1	2	3	4	5	6	7	110/32
19 ADJUST SHAPER	1	1	2	3	4	5	6	7	110/33
20 REPLACE SHAPER ATTACHMENTS	1	1	2	3	4	5	6	7	110/34
21 INSTALL SHAPERS	1	1	2	3	4	5	6	7	110/35
22 INSPECT SHAPER MOTOR	1	1	2	3	4	5	6	7	110/36
23 TEST SHAPER MOTOR	1	1	2	3	4	5	6	7	110/37
24 SERVICE SHAPER MOTOR	1	1	2	3	4	5	6	7	110/38
25 ADJUST SHAPER MOTOR	1	1	2	3	4	5	6	7	110/39
26 REPLACE SHAPER MOTOR	1	1	2	3	4	5	6	7	110/40

[illegible]



12 COUNTERSINK USING DRILL PRESS	1	1	2	3	4	5	6	7	110/52
13 REAM METALS USING DRILL PRESS	1	1	2	3	4	5	6	7	110/53
14 LAP METALS USING DRILL PRESS	1	1	2	3	4	5	6	7	110/54
15 INSPECT DRILL PRESSES	1	1	2	3	4	5	6	7	110/55
16 TEST DRILL PRESSES	1	1	2	3	4	5	6	7	110/56
17 SERVICE DRILL PRESSES	1	1	2	3	4	5	6	7	110/57
18 ADJUST DRILL PRESSES	1	1	2	3	4	5	6	7	110/58
19 REPLACE DRILL PRESS COMPONENTS	1	1	2	3	4	5	6	7	110/59
20 INSTALL DRILL PRESSES	1	1	2	3	4	5	6	7	110/60
21 INSPECT DRILL PRESS MOTOR	1	1	2	3	4	5	6	7	110/61
22 TEST DRILL PRESS MOTOR	1	1	2	3	4	5	6	7	110/62
23 SERVICE DRILL PRESS MOTOR	1	1	2	3	4	5	6	7	110/63
24 ADJUST DRILL PRESS MOTOR	1	1	2	3	4	5	6	7	110/64
25 REPLACE DRILL PRESS MOTOR	1	1	2	3	4	5	6	7	110/65

### INSTRUCTIONS - TIME-RATING

1. NOW THAT YOU HAVE CHECKED THOSE TASKS YOU PERFORM, RATE THE RELATIVE AMOUNT OF TIME YOU SPEND PERFORMING EACH TASK YOU HAVE CHECKED. RELATIVE TIME SPENT MEANS THE TOTAL TIME YOU SPEND DOING THE TASK COMPARED WITH THE TIME YOU SPEND ON EACH OF THE OTHER TASKS YOU PERFORM ON YOUR PRESENT JOB.
2. USE A RATING OF "1" IF YOU SPEND "VERY LITTLE" TIME ON A TASK; USE A RATING OF "2" FOR "BELOW AVERAGE"; AND SO ON, UP TO A RATING OF "7" IF YOU SPEND "VERY MUCH" TIME ON A TASK.
3. REMEMBER, YOU ARE TO TIME RATE ONLY TASKS THAT YOU HAVE ALREADY CHECKED IN THE "CHECK IF DONE" COLUMN. CIRCLE YOUR RATING, ACCORDING TO THE 7-POINT SCALE, IN THE RIGHT HAND COLUMN HEADED "TIME SPENT PERFORMING". NOW TURN TO PAGE 18 AND BEGIN.

JOB EVALUATION

1. What part of your job do you feel should have been included in your schooling, but was not?
2. What part of your school training are you not using in your present job?
3. What changes would you suggest be made to improve your billet MOS?
4. What changes would you suggest to improve this questionnaire?

## REMARKS PAGE

This page is provided so that you may make any additional remarks concerning your occupational field or billet which you feel should be addressed and/or considered in this study. Remember that your remarks will be held in strict confidence.

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INFORMATION PAGE FOR QUESTIONS ANSWERED "OTHER"

10.

16.

21.